

## WHAT IS XML?

Choosing the XML option will create a file in extensible markup language (XML) format. The file may be downloaded and imported into Access, SQL Server, or some other database management system. The file will contain project, applicant, location and take information for each project that matches the criteria entered. Because the records are sequentially numbered, you should import each XML file into its own database.

## HOW TO IMPORT XML FILES INTO A MICROSOFT ACCESS™ DATABASE

These instructions explain the process for importing data retrieved from the APPS Search screen in XML format into a Microsoft Access™ database. You will be using two files for this process.

The first file is the XSD file. It can be obtained by clicking on the “Download XSD file for projects” link on the Search page. When prompted to “Open” or “Save” the file, choose the “Save” option to save the file to your computer. The XSD file contains the definitions of the tables and fields that will be included in the XML file. When you import the XSD file, it will set up all the tables with fields that are the correct data type and length. It also provides descriptions for each field. If you do not import the XSD file, most information in the database will still be imported, but the Abstract field in the ProjectApp table will be truncated to 255 characters and you will not have the benefit of field descriptions. The tables and the relationships between them are shown in a relationship diagram later in this document.

The second file is the XML file. This file actually contains the data that was returned from your search. The data is laid out in XML format, with each data element beginning and ending with a descriptive tag.

Instructions for Importing into a Microsoft Access™ database.

- 1) On the APPS Search page, enter your search criteria and choose XML as the result type.
- 2) Process the search and save the resulting file to your computer. Be sure to note the name and location of the file as you will need it later.
- 3) Download the XSD file. This file contains the definitions of the tables and fields included in the XML file. You should now have both a XML and a XSD file saved on your computer.
- 4) Create a new Access database.
- 5) Open the new database
- 6) In Access 2007 and 2010, click on the “External Data” tab.
- 7) Select “XML File” to import an XML file.
- 8) When the “Get External Data – XML File” window comes up, enter the name of the XSD file that you downloaded in step 3 into the “File name:” field or Browse to find the file. It is important that you import the XSD file BEFORE importing the XML file.
- 9) After selecting the File name and pressing the OK button, the “Import XML” window will come up showing all the tables that will be created. Click on the OK button to create the tables.
- 10) If the file was successfully imported, a window (“Get External Data – XML File”) will come up. Close this window.
- 11) Repeat steps 6 through 10 with the following changes:

- a. This time enter the name of the XML file in step 5 when you are asked to provide the name of the file to import.
- b. When the Import XML window comes up, change the Import Options to "Append Data to Existing Table(s)".

12) Your database is now ready to use.